



**Bob Riley**  
GOVERNOR

STATE OF ALABAMA  
**BOARD OF HEATING & AIR  
CONDITIONING CONTRACTORS**

100 N. Union St., Suite 630  
Montgomery, AL 36130  
(334) 242-5550  
Toll Free: (866) 855-1912  
Fax: (334) 353-7050  
[www.hvacboard.state.al.us](http://www.hvacboard.state.al.us)



**Kathy S. LeCroix**  
EXECUTIVE DIRECTOR

## CONSUMER COMPLAINT FORM

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Your Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City      County      State      Zip

\_\_\_\_\_  
City      State      Zip

\_\_\_\_\_  
Telephone(Home)      (Work)

\_\_\_\_\_  
Telephone

Date Work Performed \_\_\_\_\_

Did you sign a contract? Yes \_\_\_\_\_ No \_\_\_\_\_ Date \_\_\_\_\_

Have you consulted an attorney? Yes \_\_\_\_\_ No \_\_\_\_\_

Action Pending? Yes \_\_\_\_\_ No \_\_\_\_\_

Please explain the entire circumstances surrounding your complaint including your attempts to rectify the situation with the contractor. (Attach additional sheets as needed.) *You must include copies of all pertinent documents such as contracts, cancelled check(s), warranty, etc.* **Please be sure to sign and date this complaint form.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

How did you find out about the Board?

\_\_\_\_\_ Billboard      \_\_\_\_\_ Telephone      \_\_\_\_\_ Advertisement

Other \_\_\_\_\_ (Explain) \_\_\_\_\_